Gift Acceptance Policy

Updated June 2026

1. Purpose

The purpose of this Gift Acceptance Policy is to provide guidance to the Board of Directors, staff, and donors regarding the acceptance, administration, and stewardship of charitable contributions to National Ataxia Foundation ("NAF").

This policy ensures that all gifts:

- Support the mission and strategic priorities of NAF
- Are accepted in a manner consistent with legal, ethical, and financial best practices
- Do not expose NAF to undue risk or administrative burden
- Are administered responsibly and transparently

NAF encourages charitable gifts that advance its mission while maintaining prudent financial and operational oversight.

2. Authority to Accept Gifts

The Chief Executive Officer (CEO), VP of Operations and the Chief Development Officer are authorized to accept gifts that comply with this policy.

The Board of Directors must be notified of gifts that:

- Establish endowments
- Involve real estate
- Involve unusual assets or potential liability
- May create reputational risk
- Require significant long-term commitments by NAF

NAF reserves the right to consult outside legal counsel or to decline any gift that is inconsistent with its mission, values, or operational capacity.

763-553-0020
PO Box 27986, Golden Valley, MN 55427
naf@ataxia.org
www.ataxia.org

3. Types of Gifts Accepted

All gifts, regardless of value, form or designated use should be made payable to, or title transferred to the “National Ataxia Foundation.”
NAF may accept the following types of gifts.

Cash

Cash gifts include currency, checks, electronic transfers, and credit card donations.
Cash gifts are accepted without restriction unless designated by the donor.
For gifts made in person, the date the gift is presented to NAF is the gift date. For gifts mailed to NAF, the postmark date on the envelope is the gift date. For credit card gifts, the date the credit card charge is processed is the gift date.

Pledges

NAF may accept written, unconditional pledges payable over one or more years. Pledges should clearly specify the total commitment, payment schedule, and any donor restrictions.

Pledges are recognized and administered in accordance with applicable accounting standards and NAF’s financial policies. NAF reserves the right to determine whether a proposed pledge constitutes an unconditional promise to give for financial reporting purposes.

Publicly Traded Securities

NAF may accept gifts of publicly traded stocks, bonds, and mutual funds.
Such securities will be liquidated promptly upon receipt unless otherwise directed by the Finance Committee, or would result in significant devaluation of the assets.

Donor Advised Fund (DAF) Contributions

Gifts made through donor advised funds are recognized as contributions from the sponsoring organization (e.g., Fidelity Charitable, Schwab Charitable).

Donor recognition may reflect the recommending donor where appropriate.

Planned Gifts

NAF may accept planned gifts including:

- Bequests (gift made through a will or trust, subject to probate)
- Charitable beneficiary designations (direct transfers, not subject to probate)
- Retirement plan designations
- Life insurance beneficiary designations

NAF generally does not accept gifts that require it to serve as trustee or executor.

3. Types of Gifts Accepted (Continued)

Real Estate
Real estate gifts may be accepted only after:

- Environmental review
- Legal review
- Assessment of carrying costs and liabilities
- Assessment of market value and liquidity (ease of sale)

In-Kind Gifts
NAF may accept non-cash gifts of property or services that:

- Directly support programmatic work
- Can be readily used by NAF
- Do not create undue administrative burden

NAF does not provide valuation of in-kind gifts for tax purposes. Donors are responsible for obtaining independent appraisals when required.

Cryptocurrency
NAF may accept gifts of cryptocurrency through approved processing platforms. Such gifts will be converted to cash upon receipt.

4. Restricted Gifts
Donors may designate gifts for specific purposes aligned with NAF's mission.

However:

- Restrictions must be clearly documented
- NAF must have the capacity to fulfill the restriction
- Restrictions may not create unreasonable administrative or financial burdens

NAF reserves the right to decline or renegotiate restrictions that are not aligned with its mission or operational capacity.

If a restricted purpose becomes impossible or impractical to fulfill, NAF reserves the right to redirect funds to the closest related purpose consistent with donor intent.

5. Establishment of Grant Programs or Designated Initiatives
From time to time, donors may wish to establish new grant programs, research awards, or designated initiatives funded through their contribution.

Such initiatives must:

- Align with NAF's mission
- Be operationally feasible
- Have clearly defined program parameters

NAF retains discretion over:

- Program administration
- Application and review processes
- Selection procedures
- Payment and reporting requirements

6. Program Administration and Stewardship
To ensure responsible stewardship and effective administration of donor-funded programs, NAF incurs certain program delivery costs.

This is not a general overhead or indirect cost allocation. Program delivery costs support essential functions required to operate funded programs, including but not limited to:

- Program development and oversight
- Application and grant management systems
- Scientific or peer review processes
- Legal agreements and contracting
- Financial administration and compliance
- Monitoring and reporting
- Communications and program evaluation

Unless otherwise approved by the CEO or Board of Directors, NAF applies a standard allocation of 30% to restricted gifts that fund grant programs, research awards, or designated initiatives. Exceptions to the standard percentage may be considered under limited and unusual circumstances, such as for transformational or exceptionally large gifts, with approval by the CEO.

7. Gift Agreements
For significant restricted gifts or gifts establishing new programs, NAF will enter into a written Gift Agreement with the donor to include the following:

- The amount of the gift
- The purpose of the gift
- Program delivery costs
- Reporting expectations
- Recognition terms
- Conditions for modification if circumstances change

Gift agreements ensure clarity and shared expectations between the donor and NAF.

8. Naming Opportunities
Naming opportunities may be offered for:

- Programs
- Initiatives
- Research funds

Naming opportunities must be approved by the CEO.

NAF reserves the right to remove naming recognition if circumstances arise that could harm NAF's reputation.

9. Valuation and Acknowledgment of Gifts
NAF will acknowledge all gifts in accordance with IRS requirements.

For non-cash gifts:

- NAF will provide acknowledgment of the gift but will not assign a value
- Donors are responsible for obtaining independent appraisals when required

10. Donor Recognition and Confidentiality
NAF recognizes donors in accordance with donor preferences.

Donors may request anonymity, and NAF will respect such requests to the extent permitted by law.

NAF will protect the confidentiality of donor information consistent with privacy best practices.

11. Policy Review
This policy will be reviewed at least every two years by the Finance Committee to ensure alignment with evolving best practices, regulatory requirements, and organizational needs.